

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, June 21, 2000

Pursuant to notice given to *The Register-Guard* for publication on June 15, 2000, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular monthly meeting on Wednesday, June 21, 2000, at 5:30 p.m. in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Hillary Wylie, President, presiding
Gerry Gaydos
Dave Kleger, Treasurer
Pat Hocken
Virginia Lauritsen
Ken Hamm, General Manager
Susan Hekimoglu, Recording Secretary

Absent: Rob Bennett, Vice President
Dean Kortge, Secretary

CALL TO ORDER: Board President Hillary Wylie called the meeting to order at 5:37 p.m.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA: Mr. Gaydos commented on the 10th Avenue redesign workshops, which he had attended. He thought that staff had done a good job addressing the issues of the jurisdictional partners and business owners.

Ms. Lauritsen complimented LTD for its service to the Springfield Garden Tour. She thought the tour was well attended, and many chose to ride the tour buses.

WORK SESSION – TRANSPLAN: Planning and Development Manager Stefano Viggiano said that this was the last work session on the Draft TransPlan that the LTD Board would hold prior to the July 12 joint work session. Due to the large number of issues for which there were differing opinions among the four adopting jurisdictions, staff were considering adding a second joint work session. The dates of Monday, August 7, or Wednesday, August 9, were being considered. The LTD Board members preferred Monday, August 7.

Mr. Viggiano said that the Eugene City Council (Eugene) had held another work session on the Draft TransPlan and had agreed with the staff recommendations for all four transit policies, as had the Springfield City Council (Springfield) and the Lane County Commissioners (The County). It appeared that in terms of the differences of opinions, none of those would involve the four transit policies. Eugene discussed transit and had expressed support for one of the program actions that addressed alternative propulsion. They were very interested in the

neighborhood shuttles and asked that the BRT policy, in its definition and intent, include neighborhood shuttles as a key feature. Eugene expressed its support for the downtown shuttle as well.

Tom Schwetz of Lane Council of Governments (LCOG) was present to discuss the TransPlan Performance and Assumptions issue area. This was the final issue area that the Board would discuss prior to the joint work session. Mr. Schwetz said that the state's Transportation Planning Rule (TPR) required that TransPlan comply with certain performance measures - either a Vehicle Miles Traveled (VMT) per capita target or alternative measures.

Mr. Schwetz outlined the specific TPR requirements and provided the staff proposal for TPR compliance. Currently, the TPR required a 5-percent reduction in VMTs for the smaller Metropolitan Policy Organizations (MPOs), but allowed for the use of alternative measures. As the Draft TransPlan (The Plan) currently was written, VMTs would not be reduced by 5 percent, and alternative measures could be used. Those alternative measures, alternative to VMT per capita, that would comply with the TPR, needed to be identified.

The intent of the TPR was to reduce the reliance on the automobile. The state Department of Land Conservation and Development (DLCD) staff, in writing the rules for the use of alternative measures, required a demonstrated reduction in the reliance on the automobile through the use of alternative measures. The alternative measures were required to demonstrate that achieving the alternative standard would result in a reduction in reliance on the automobile; would accomplish a significant increase in the availability or convenience of alternative modes of transportation; and would likely result in a significant increase in the share of trips made by alternative modes, including walking, bicycling, ridesharing, and transit.

With those objectives in mind, staff developed a framework within which The Plan could be assessed for compliance with TPR. Mr. Schwetz presented the timeline for development and approval of the alternative measures, culminating in the approval by the Land Conservation and Development Commission (LCDC) in November 2000 and local adoption of TransPlan and the MetroPlan amendments in December 2000.

Mr. Schwetz then reviewed the proposed framework for alternative measures, which included performance measures that captured both the supply (The Plan implementation) and demand (travel response) for transportation in the Eugene-Springfield area. He said that the alternative measures would be reviewed and discussed by the TransPlan adopting officials prior to the joint work session on July 12, where agreement would be sought.

A public review of the alternative measures would occur after the joint work session, and a possible work session would be held with LCDC to introduce and discuss the request.

Ms. Wylie asked if staff anticipated any potential problems with the approval by LCDC. Mr. Schwetz said that the proposed measures would take the place of the VMT per capita target. Staff had specified percentage changes or actual goals with the proposed measures. Ms. Hocken added that this was the first time the LCDC would be asked to approve this type of approach, so there was no historical basis with which to determine the likelihood of approval.

Ms. Wylie asked if the proposals could be reviewed by LCDC prior to their being submitted for approval. Mr. Schwetz said that staff currently were working with DLCD staff.

One of the key aspects that DLCD staff would be seeking was a certain level of agreement and commitment from the adopting jurisdictions on some of the key strategies in TransPlan, including bus rapid transit (BRT).

Ms. Hocken said that DLCD not only would be looking at the measures, but also at whether or not the TransPlan could enable the jurisdictions to meet those measures. Mr. Viggiano added that it would be as if there were a qualitative assessment made of TransPlan. He thought that early indications were that LCDC thought that nodal development and BRT were good strategies; however, they questioned the level of commitment for those strategies. The BRT policy, for instance, was conditional upon other things being in place, which indicated a lower level of commitment for that particular strategy.

Ms. Hocken asked if it would make a difference if the pilot corridor were approved by the adopting jurisdictions prior to the presentation of the alternative measures to the LCDC. Mr. Viggiano thought that would demonstrate a commitment to pursuing BRT and would help with the adoption of The Plan.

Mr. Schwetz then reviewed the proposed alternative measures, which included travel response measures and plan implementation measures. The travel response measures included a drive alone mode share, which was targeted to decline by 5 percent, and a percentage of non-auto trips, which was targeted to increase by 10 percent. The plan implementation measures included a proposed increase in transit service hours per capita of 50 percent and an increase in bikeway miles of 50 percent.

Mr. Kleger asked what the current baseline was for the drive alone mode share. Mr. Schwetz said that currently, drive alone mode share was 43.7 percent of the total trips. The proposal was to reduce drive alone mode share to 41.6 percent.

Mr. Gaydos said that he liked the proposal and the strong commitment to BRT; however, he thought that neighborhood loops or other transit services also should be included in the proposal. Mr. Viggiano said that the proposed increase in transit service hours per capita included both BRT and other transit services, and in fact, a large part of the increase in service was the neighborhood loop service.

Mr. Gaydos said that Eugene prided itself on being pedestrian friendly, and BRT had the capability, with cooperation from other jurisdictions, to make the community more pedestrian friendly. He did not know if there was a measure for that. Mr. Schwetz said that pedestrian services also were included in the proposed increase in the percentage of non-auto trips.

Mr. Gaydos said that Park & Rides, the new Springfield Station, or those types of concepts were not included, but he thought that the argument could be made that the new Springfield Station and Park & Rides allowed for some measure of effectiveness in helping to reach the goals. He said that LTD was an extremely important entity in helping the community to meet

the goals of the TPR. Many of the investments that LTD made were important to the goals. Mr. Schwetz said that a more detailed proposal needed to be developed that would pull those strategies together to support the belief that those goals could be met.

Ms. Hocken said that she was concerned about the increase in transit hours. She thought it appeared to be dependent on the full BRT build-out, which was uncertain at this time. Mr. Viggiano said that certain defensible assumptions had to be made, and one was for full BRT funding. Staff believed that it was a reasonable assumption, and it could fit within a financially constrained plan. The assumption was based upon the prior funding track record, the likelihood that a BRT-type system could be funded, and the fact that there was much enthusiasm about the BRT concept at the federal level. Finance Manager Diane Hellekson added that staff were researching funding options for BRT as well, such as public agency loans and leasing.

Mr Viggiano said that the other part of Ms. Hocken's question had to do with the operating cost for the additional hours, which assumed that LTD would achieve operational efficiencies through BRT. If LTD implemented the entire BRT system; the cost of for providing the service would go down on a per-mile basis. Service miles may become a better measure of service hours as improvements were made to such things as speed of service.

Mr. Kleger asked how service hours per capita were calculated. Mr. Schwetz said that it was an aggregate measure, much like VMT per capita. Mr. Viggiano added that it was based upon the population within the TransPlan planning boundary, which was the urban growth boundary.

Mr. Kleger said that the willingness of people to walk two to four blocks to catch a bus often was discussed, and he asked if that concept was included in the calculation. Some of the neighborhood loop concept was designed to get access to a vehicle closer to people than otherwise would be available with only the main corridor BRT system. Without the neighborhood loop service, it was believed that not as many people would use the BRT system. It also was thought that the money would not be available to pay for the neighborhood service without the efficiencies of the BRT system. He was concerned that people were being counted as benefiting from hours of service, when they were not in a place to practically make use of it. He also was concerned that those people who were in extremely advantageous positions to use the service be counted as no more likely to use it than those who were on the fringe of the community with a longer walk to the nearest bus.

Mr. Schwetz said that staff could develop some of those measures. The per capita measure was meant to be a ratio of the level of service being provided in the community. Mr. Kleger said that unless staff believed there was something productive to be gained, he did not want to see more money spent on getting the more detailed measures. Mr. Schwetz said that staff were discussing a possible transit mode share along selected corridors, which was where transit ridership would occur. It also would be a direct remedy to congestion.

Mr. Kleger said that one scenario for the future of the community would suggest that the community would continue to experience rapid population growth with a continued resistance to

more transit funding, which would not be to LTD's advantage in this particular calculation over the twenty-year plan. Mr. Viggiano said that the measures did not assume a new funding source, such as an income tax or sales tax for transit.

Mr. Schwetz said that this was a preliminary proposal, and staff were seeking agreement from the jurisdictions on the framework.

Mr. Kleger said there was a discussion under the section on TPR VMT Goal Compliance (Board packet page 24) that he believed was the other suggested method to meet the TPR. Mr. Schwetz said that it was a technical analysis summary of how that alternative, extensive pricing mechanism, concentrated levels of development, and exclusive rights-of-way for BRT performed relative to the other suggested alternatives. Mr. Kleger asked if staff had made an estimate of the political achievability of that particular scenario of strategies. Mr. Schwetz said that staff had posed that question nearly four years earlier to the adopting officials, and the entire process had been summarized at that time in the decision package. The answer at that time was that the adopting officials were not interested.

Mr. Kleger said that he was glad that it was on the record that earlier alternatives that were proposed to comply with the TPR VMT goals had been evaluated and rejected; although those alternatives would have been easier in some ways than to attempt to go through the alternative measurements that now were being proposed.

Ms. Hocken asked if there were changes to The Plan that would have a significant impact on the proposed measures, such as the deletion of the Valley River Bridge. Mr. Schwetz said that some projects were removed from the constrained list, some were moved to the future list and vice versa within The Plan, but it was not expected to have a big impact on the proposed measures.

Mr. Viggiano said that staff were not seeking a Board position at this time, but an awareness of what was being proposed.

Mr. Viggiano said that the issues that might be discussed at the joint meeting included the river crossing issue; the revision of the definition of nodal development; TDM Policy #1, Roadway Policy #2, Level of Service; several of the roads projects listed in Issue Area 4; and some potential additions to the Finance Policies. Mr. Schwetz added that staff hoped to use the "clicker" technology for balloting and discussion at the joint meeting as a means to move towards consensus.

Mr. Kleger noted that with regard to the level of service issues, there was a significant philosophical difference between Eugene and Springfield. He asked if there was any legal impediment to adopting different levels of service within the different jurisdictions. Mr. Schwetz said that he did not have an answer, but the option had been discussed. Mr. Kleger thought that it would be good to know if that option were available.

JULY 2000 EMPLOYEE OF THE MONTH: Bus Operator Walt Boynton was selected as the July 2000 Employee of the Month. Ms. Wylie introduced Transit Operations Manager Mark Johnson, who would provide the background information about the selection of Mr. Boynton.

Mr. Johnson said that Mr. Boynton began his employment with LTD in May 1974. Mr. Boynton had been an operator for 26 years, and for 24 of those years, he had earned Safe Driving awards. This meant that Mr. Boynton had been behind the wheel for 45,000 hours and 450,000 miles without an accident, which was equivalent to 11,250 round trips between Eugene and Portland. Mr. Johnson said that was impressive, and that was the kind of professional employee that Mr. Boynton was. Mr. Boynton set a high standard for himself, and that kind of a safety record was indicative of that high standard.

Mr. Johnson said that Mr. Boynton had been nominated by a passenger who appreciated Mr. Boynton's thoughtfulness and willingness to assist her with her suitcase and bags both getting on and off of the bus, which also was not unusual, but meant that an extra effort was being made for the customer.

Mr. Boynton was an extra-board operator, which meant that assignments were made daily and included all extra work. He also was the extra board liaison between the Amalgamated Transit Union and LTD.

Mr. Johnson said that Mr. Boynton was a great guy; he was friendly, positive, and was a real asset to the District.

Ms. Wylie presented Mr. Boynton with an Employee of the Month pin, a letter of congratulations, a certificate, and a monetary award.

Mr. Boynton said that he appreciated the award and thanked the Board for the honor.

Mr. Kleger added that as a bus rider who used a wheelchair, he appreciated Mr. Boynton's smooth driving abilities.

AUDIENCE PARTICIPATION: 1) Mr. Rob Zako of Eugene, representing the Friends of Eugene, discussed the Draft TransPlan. He said that he wanted to address a question that had been raised earlier by Mr. Kleger about the political feasibility of the TPR VMT Goal Compliance alternatives to achieve the 10-percent VMT reduction. The answer, of course, was yes, but it was not politically feasible.

The rules had changed since then. The new TPR required a 5 percent VMT reduction. Mr. Zako said that no one had asked if it was politically feasible under the new rule to achieve that requirement, or how close to that goal the community could get.

There were many measures as part of alternative compliance plan, and Mr. Zako urged the Board to look at it seriously to see what could be done to get closer to the 5 percent VMT reduction.

Mr. Zako said that nobody had gone through the process of getting approval from the LCDC for alternative performance measures, but from what he had heard, it would not be easy. The burden of proof would be on Eugene and Springfield to prove that those measures were comparable to a 5 percent reduction in VMTs.

MOTION
VOTE

CONSENT CALENDAR: Ms. Hocken moved that the Board adopt the following resolution: "It is hereby resolved that the Consent Calendar for June 21, 2000, is approved as presented." Mr. Kleger seconded the motion, which carried unanimously by acclamation. The June 21, 2000, Consent Calendar consisted of the minutes of the May 15, 2000, Board work session, the minutes of the May 17, 2000, regular Board meeting, a supplemental facsimile signature policy update, and a resolution reaffirming District boundaries.

ADOPTION OF FISCAL YEAR 2000-2001 LTD BUDGET: Ms. Hellekson said that the full Budget Committee had approved the FY 2000-01 budget on April 27, 2000. There were no changes to the proposed budget since that time.

Public Hearing: There was no one present who wished to address the Board.

MOTION
VOTE

Board Deliberation: Ms. Lauritsen moved the approval of the Resolution adopting the Fiscal Year 2000-2001 budget and appropriating \$71,016,922 as represented in the Resolution. Mr. Kleger seconded the motion, which passed by unanimous vote, with Lauritsen, Wylie, Gaydos, Hocken, and Kleger voting in favor, and none opposed.

MOTION
VOTE

EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(h), TO DISCUSS CURRENT LITIGATION OR LITIGATION LIKELY TO BE FILED: Mr. Kleger moved that the Board meet in Executive Session pursuant to ORS 192.660(1)(h), to discuss current litigation or litigation likely to be filed. Mr. Gaydos seconded the motion, which carried unanimously by acclamation. The Board moved to Executive Session at 6:58 p.m.

MOTION
VOTE

Following the Executive Session, Ms. Hocken moved that the Board return to regular session. Mr. Gaydos seconded the motion, which carried unanimously by acclamation. The Board returned to regular session at 7:20 p.m.

STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) TRANSIT PRIORITY LIST: Capital Grants Administrator Lisa Gardner was present to discuss the STIP funding Transit/Transit Demand Management (TDM) priority list. Ms. Gardner said that the STIP funding program was the Oregon Department of Transportation's (ODOT) statewide improvement program and was a four-year funding program that was updated every two years. It allocated Surface Transportation Program (STP) federal funds that were funneled through the state. The Metropolitan Policy Committee (MPC) was responsible for prioritizing the area requests for funding and forwarding the final priority request list to ODOT.

Staff were requesting that the LTD Board recommend to the MPC the proposed transit/TDM project priority list for inclusion in the 2002-2005 Statewide Transportation Improvement Program, which included the Springfield Station (BRT Terminus), Transportation

Demand Management programs, and funding for a new RideSource facility. MPC was scheduled to meet on July 13, 2000, to prepare the final request to ODOT.

Ms. Gardner said that during the 2000-2003 STIP cycle, there had been no dedicated transit funds as also was the case with the 2002-2005 STIP, and staff were not anticipating funding for transit projects. Overall, the funding had decreased, and staff believed there could be the need to consider multi-modal regional prioritization. If LTD hoped to get its projects funded, it may be required to justify that they were important regional projects in order to gain the support of its partner agencies.

Ms. Wylie asked why there was less STIP money and why LTD projects were not being prioritized. Ms. Gardner said that there was pressure from ODOT to cut back on the new projects and fund more of the preservation of the current system, which translated into preserving the roads. Ms. Gardner said that transit was not viewed as a system in terms of preservation and modernization. Transit requests generally were viewed as new capital money projects.

Ms. Wylie asked if there were plans to introduce new legislative bills to address the issue. Government Relations Manager Linda Lynch said that during the May primary election, the proposition to increase road funding received about 18 percent of the vote. She thought that there would be reluctance by the elected officials to bring up new transportation legislation.

Ms. Gardner added that after the last STIP cycle, when LTD did not receive much of the funding, MPC had sent a letter to ODOT in which it requested that transit receive a higher policy-level priority statewide for STIP funding. Eugene/Springfield was the second largest urban area, and LTD was the second largest transit system in Oregon; however, LTD was not receiving a proportionate share of the funding relative to its size. In addition, urban areas with a population of more than 200,000 received a different level of funding, and it was expected that once the current census was processed, Eugene would place at that level of population.

Ms. Hocken asked if there had been a local agreement or a formula at the state level in terms of transit receiving a certain percentage of the STP funding. Ms. Gardner said that funds, which were referred to as local STP funds, were appropriated through the MPO for the region, in this case, Lane Council of Governments (LCOG). It was divided among the participants on a formula basis. LTD was using this funding largely for passenger boarding improvement projects.

Ms. Hocken said that if LTD did not receive the STIP funding, she thought LTD might approach the partner agencies to receive a larger amount of the local STP funds. Assistant General Manager Mark Pangborn said that the local STP funds were a carry over from what was formerly known as Federal Aid Urban (FAU) funding, which was to have been used for roads. At that time, it was decided that this community would provide some of the FAU funding to transit, which was very unique. He believed that LTD should attempt to hold on to that funding source, but was unsure that any requests by transit for more of those funds could be successful.

Ms. Hocken asked if a process was in place at the staff level of all the jurisdictions to put together a multi-modal priority list. Ms. Gardner said that strategic discussions needed to be held both at the Board/elected official level and at the staff level to determine a process. It was mentioned at the Transportation Planning Commission (TPC), and staff were aware that it could happen in the near future. The ODOT Region II, STIP Coordinator, Allison Hamilton, had advised staff that if LTD wanted the Springfield Station to be funded through the STIP process, it needed to be one of the top two items on the priority list.

Ms. Hocken then asked about the TDM money and if it were in a different category, or if it also would need to be placed on the multi-modal priority list. Ms. Gardner said that TDM was on the multi-modal priority list because TDM funding was received as operating funds; however, it also was in jeopardy of being cut. Ms. Gardner then handed out a STIP program category survey that had been distributed to all jurisdictions. TPC would be discussing the priority list survey at its meeting on June 22.

Mr. Kleger said that at the recent Special Transportation Fund Advisory Committee (STFAC) meeting, there was discussion about the reprioritization process. At the end of the last Legislative session, the impression was given that the Legislature had structured the funding for senior and disabled transportation so that it would be held harmless if the funding increase measure failed. However, it now appeared that senior and disabled transportation issues were being included in the reprioritization process. He was concerned because LTD's costs could go up significantly as LTD still would be required to meet the ADA requirements regardless of other funding sources. Mr. Kleger said that he was very concerned about that and thought it would be important for LTD to take a strong position on that issue.

Ms. Lynch said that there were two categories of STF funding. There was \$10 million in set-aside funds and \$9 million in the state's General Fund, which were the protected funds that Mr. Kleger had referred to. However, they were only protected for one biennium. The state set a bi-annual budget, and those general fund allocations became the base for the next biennium. There was no guarantee that those funds would be reallocated.

Ms. Lynch said that the Oregon Transportation Commission was facing the reality of insufficient funding to maintain current pavement conditions. It was believed that an additional \$141 million was needed in the next two years to maintain the current ratings for both pavement and bridges, or nearly the amount available in all STIP programs combined.

Ms. Gardner said that in developing LTD's recommended priority list, a great deal of thought was given to the regional prioritization. If LTD were to gain the support of the other jurisdictions, with regard to a multi-modal prioritization process, the recommended projects all were of regional importance. *RideSource* had much statewide support as well.

There being no further discussion, Mr. Kleger moved the following resolution: "It is hereby resolved that the LTD Board of Directors recommends to the Metropolitan Policy Committee the proposed transit/TDM project priority list for inclusion in the 2002-2005 Statewide Transportation Improvement Program." Ms. Lauritsen seconded the motion, which passed unanimously by acclamation.

MOTION

VOTE

**MOTION
VOTE**

ELECTION OF BOARD OFFICERS: Ms. Hocken nominated Ms. Wylie for President, Mr. Bennett for Vice President, Ms. Lauritsen for Secretary, and Mr. Kleger for Treasurer of the LTD Board for a two-year term beginning July 1, 2000. Mr. Gaydos seconded the motion, which carried unanimously by acclamation.

BOARD MEMBER REPORTS: 1) MPC. Ms. Wylie and Ms. Hocken attended the meeting on June 8, 2000. The STIP priorities list was discussed. Ms. Gardner made a presentation about the Springfield Station, and Commuter Solutions Coordinator Connie Bloom Williams made a presentation about the TDM program. Ms. Hocken announced that she would not be able to attend the next MPC meeting. Ms. Wylie and Mr. Bennett would attend and would meet with Ms. Gardner prior to the meeting.

2) Statewide Livability Forum. Ms. Lauritsen reported that the June 6, 2000, meeting had been canceled.

3) BRT Steering Committee. Ms. Hocken asked Mr. Viggiano to provide a report about the 10th Avenue Design Refinement workshops. Mr. Viggiano said that three workshops had been held to work on a redesign of the 10th Avenue segment of the BRT project between Mill and Willamette Streets. There were concerns from some of the adjacent property owners about how BRT would look and how it would accommodate other amenities, such as two-way traffic. In addition, there were other desires for 10th Avenue, and the concern was that those desires could not be accomplished with BRT. The other concerns were with regard to pedestrian amenities and redevelopment of the adjacent properties. Mr. Viggiano then reviewed the drawings that resulted from the workshops, which featured a combination of single- and double-lane median BRT operation, a station at the east end near High Street, a landscaped median, the maintenance of sidewalks, and two-way car travel on certain portions of the segment. The station location in the median near High Street would cause a widening of the road that could infringe on properties to the north. Another option would be to design a split station, but staff believed that option would not be as efficient as having the station in the median. He said that staff would meet with adjacent property owners, who participated in the workshops, to present the preferred option and discuss the possibilities.

4) Springfield Station Steering Committee. Mr. Kleger reported that the Committee had reached consensus, which was not unanimous, to recommend Site I West. The Committee was waiting for the final draft Environmental Assessment before formalizing the recommendation.

GENERAL MANAGER'S REPORT: Mr. Hamm said that he believed there was a need in the near future to establish a process for evaluating the general manager. He suggested a Board subcommittee to review and prepare a recommended process for full Board approval. Ms. Lauritsen said it was important for the Board to have this process in place. Ms. Wylie said that she was comfortable with the subcommittee as suggested, consisting of herself, Vice President Rob Bennett, and Ms. Hocken. Ms. Hocken said that she would not be available during the next month. Mr. Hamm had proposed an evaluation at three months; however, the Board members agreed that an evaluation at six months would be appropriate and would allow time for the development of the process and tools that would be used. Mr. Kleger said that he

had heard extremely positive comments about the general manager from many of the District's employees during the past few months.

Ms. Wylie said that inasmuch as the Board was pleased with the general manager's performance to this point, the members would look toward the six-month evaluation. Other members agreed.

Mr. Hamm noted that staff were reviewing the productivity of hours expended in the Customer Service Center (CSC). It was his recommendation that the CSC hours be changed to focus resources on the periods of highest demand. He stated that a more thorough discussion of the issue would be held later in the meeting.

Mr. Hamm reported that the Management Team would hold a workshop later in the summer or early fall, and there could be some recommendations made to the Board that would arise from the discussions at the workshop. In addition, the Board would hold a workshop sometime in October or November.

MAY FINANCIAL STATEMENTS: Finance Manager Diane Hellekson reported that LTD was in good shape to finish out the fiscal year. Fare revenues in May set a new record, even though it was not particularly a strong year for ridership; however, May ridership also was up. The payroll tax for the first 11 months was higher than budgeted. She noted that even though the financial statements showed a surplus in the General Fund, a transfer of funds to the Capital Fund would be made toward the end of June.

EUGENE DOWNTOWN SHUTTLE VEHICLES: Fleet Services Manager Ron Berkshire said that as part of the Comprehensive Service Redesign (CSR), a downtown shuttle was being proposed that would connect the UO, the Eugene Station, the Fifth Street Market, and Valley River Center through a circular loop of approximately three miles in length.. As proposed, transit planners were estimating that LTD would need 6 buses to operate the shuttle. It was thought that a smaller bus that would carry 25 to 30 passengers would be sufficient.

The shuttle provided a very unique opportunity for LTD to address some concerns of the community in reference to emissions control by purchasing cleaner, quieter buses. Because it was a very distinct service, it also was thought that the buses assigned to that route would remain on that route throughout the day.

In researching bus technologies, Mr. Berkshire found that the hybrid-electric buses appeared to be the most promising. As a fleet manager, he believed it was a viable energy source that LTD could use. It also was preferred that the buses be low floor with perimeter seating.

Mr. Berkshire said that staff had proposed four alternatives in selecting a bus for this service. One option was to use the existing fleet, which would require no capital expenditures. Mr. Berkshire said that this option posed the potential risk of not having enough buses to provide service after the CSR was implemented. The second option was to purchase six low-floor, diesel-powered buses at a cost of \$1,410,000, which would use the latest diesel

technology, which was well established and very reliable; however, the District and community would not benefit from alternative low-emissions technology. The third option was to purchase six low-floor, hybrid-electric powered buses at a cost of \$1,566,000, which would benefit the community and the environment. The fourth option was to purchase a combination of both diesel and hybrid-electric powered buses at a cost of \$1,488,000.

Staff were recommending the third option. Staff believed that this was an opportune time to introduce low-emission buses to a community that continually encouraged the District to use low-emission technology. Mr. Berkshire said that hybrid-electric technology was a viable technology that was affordable and could be implemented into service with minimal impact on current operations.

Ms. Lauritsen asked about the expected ridership. Service Planning and Marketing Manager Andy Vobora said that this shuttle replaced some existing service, and the estimated ridership was based on current ridership as well as projected ridership. For instance, ridership between the UO and downtown was strong, as was ridership between downtown and Valley River Center. Those ridership figures were used in the calculation of projected ridership. Mr. Vobora added that staff were somewhat concerned about the projected ridership and the capacity of the smaller buses, but thought that it would not be a problem because of the frequency of service and the fact that there would be other types of service that would cover certain segments of the shuttle route.

Mr. Kleger asked what the physical size of the bus was that would carry 33 passengers. Mr. Berkshire said that the bus would be 102 inches wide, low-floor, 22 feet in length, with 22 seats in perimeter seating, allowing for more standing room. Mr. Kleger said he was concerned about the senior citizens who liked to face forward. He also said he was concerned that if two wheelchairs were used on a bus, it would take away about eight people from the standing room or two or three perimeter seats. He thought there ought to be forward-facing seating near the front of the bus. In addition, he thought that the boarding time advantage would be lost if the forward-facing seating only were available up the steps at the back of the bus.

Mr. Kleger then asked about the lead time for the manufacture of the buses. Mr. Berkshire said that there was one bus available that could be delivered before the September 2001 implementation. If the District selected another model, the lead time would be much longer. Some models still were in the prototype stage, and for those, the District would undertake an extensive proposal and bidding process, which could delay the lead time.

Mr. Hamm said that the available bus already was in operation at other properties. It was a smaller bus, and the manufacturer was planning to build the 30-foot bus, but they were not yet in production. Staff believed the smaller bus that already was available presented an opportunity to display to the community LTD's commitment to using alternative fuels. More service hours may be needed to meet the demand using the smaller buses until the larger vehicles became available.

Ms. Wylie said that she supported the staff recommendation. The electric hybrid bus supported TransPlan, and identified efforts in the community to be environmentally

conscientious. Mr. Kleger said that this size bus also could act as an alpha test to the neighborhood feeder routes at a substantially lower operating cost.

Ms. Hocken said that she was concerned about Mr. Kleger's comments about the riders, but she thought that maybe it was not such a calculated risk, as long as the ability existed, once the larger buses were available, to convert the buses to neighborhood feeder routes, where high ridership was not expected. Mr. Kleger said that most buses were built with the ability to reconfigure the seating arrangements.

Ms. Hocken said that at one point, the Board had seen photos of the hybrid electric bus, which was a box-type shape. She was concerned about LTD jumping in with something that was not exactly what was desired just to meet the timeline. Mr. Berkshire said that he did not believe that was the case, but staff believed it was an opportunity to take advantage of technology that appeared to be permanent.

Mr. Hamm added that as for the exterior design, the manufacturers were not moving ahead as quickly as the operators hoped. It was thought that BRT would be the breakthrough for foreign-influenced bus designs in the United States. If the shorter buses were purchased, the larger bus could replace those buses when they became available, and those short buses could be utilized for other service in the community where ridership was not so high, and eventually as a feeder into BRT.

Mr. Gaydos said that he was in support of the hybrid electric bus purchase. He thought that the shuttle service should be distinctive, and this was a great opportunity for LTD to begin making the transition from the diesel-powered buses.

MOTION

There being no further discussion, Mr. Kleger moved that the LTD Board direct staff to prepare a proposal to purchase six hybrid-electric-powered buses to be used for the downtown shuttle service. Mr. Gaydos seconded the motion.

Ms. Lauritsen asked if all six buses were needed at once. Ms. Hocken and Mr. Kleger thought it was important to operate the shuttle with all six buses in place from the beginning.

VOTE

There being no further discussion, the motion carried unanimously by acclamation.

CUSTOMER SERVICE OPERATING HOURS: Mr. Vobora provided a brief history of the Customer Service function at the District. He said that since moving into the new Eugene Station in 1998, the budgeted level of customer service staffing had remained unchanged. However, due to turnover, actual staffing to accommodate the span of service had yet to reach full strength, resulting in overtime costs. Currently, only eight of the ten positions were filled, which had provided an opportunity to discuss the concept of reducing service center staffing and hours of operation.

Mr. Vobora presented two options for Board consideration. Option 1 was to hire staff to fill the two open positions and maintain the service center hours that currently existed. Option 2

was to hire one staff person and reduce the operating hours to 6:00 a.m. to 8:30 p.m. Monday through Friday and 9:00 a.m. to 5:00 p.m. on weekends.

Mr. Gaydos said that he thought it was a good idea. It appeared to make sense to make the most efficient use of people. However, part of the reason people were there in the evenings also was to enhance the perception of safety. Transit Operations Manager Mark Johnson said that security personnel would be available to patrol the platform during the hours that the center was closed.

Mr. Kleger said that he was concerned about the earlier closing of the center. He thought that for at least half of the year, it could work. However, during the winter months, closing the center at night would hurt LTD. LTD had experienced a significant increase in nighttime ridership since the hours of the Customer Service Center were expanded. When the weather was nice, people waited on the platform, but when the weather was bad, people waited inside. One of the things LTD took great pains about during the design of the station, was to ensure that people could wait inside for their bus during inclement weather with a good view of the platform.

Mr. Kleger said that if LTD did not provide indoor waiting areas during the winter months, more people would choose to use their cars. He did not think that closing the center earlier in the evening fit well with LTD's mission. He wanted staff to find a way to cut down on the counter activity without sacrificing the entire indoor waiting area. It would keep the customers more comfortable, and adequate security staffing would address any safety perception issues. Mr. Kleger asked staff to recognize the seasonal need for a warm waiting area.

Mr. Hamm said that another concern with keeping the center open during the late evening hours was that there were two people at the counter. One person regularly left the counter to check on restroom or other situations. It was a liability to have one person left behind the counter and another person in the vulnerable position away from the counter. He said that the restrooms were a liability even during the day. Mr. Kleger said that the restrooms could be closed in the evening as well. Mr. Hamm said that staff had similar thoughts and discussions, but had wanted to receive feedback from the Board prior to pursuing the issue further.

Mr. Kleger said that the inclement weather issue was a big one for him. Mr. Gaydos agreed. He said that he had not thought of that aspect, but the Eugene Station had been designed as a nice, people-friendly place. He thought that something could be done to close off the counter and restroom area, while maintaining a warm place for people to wait for a bus.

Mr. Hamm said that if security was about the presence of someone of authority from the organization, it would be less expensive to maintain the hours and hire the two guest service representatives than to pay for additional outside security service. If the center were to remain open during its current hours, then it needed to be fully staffed.

Ms. Hocken said that she thought that the concerns of staff had to be weighed against the concerns of customers. Mr. Hamm said that reducing the center hours would add staff to the peak-hour periods to reduce the lost call rate.

Mr. Gaydos suggested that LTD consider separate seasonal hours.

Mr. Hamm said that more evaluation would occur, and staff would bring the issue back to the Board for further discussion.

APPEAL OF SPRINGFIELD WAL-MART SITE PLAN: Mr. Pangborn provided a brief overview of the appeal process that had taken place over the siting of the proposed Wal-Mart store in Springfield as described in the agenda packet. LTD had made several requests during the site plan review that were aimed at increasing the convenience of access to Wal-Mart for the bus passenger. Most of the requests were denied by Wal-Mart, and the City of Springfield ruled in favor of Wal-Mart. Staff now intended to appeal three of those rulings, including installing a pedestrian crosswalk light on Olympic Street for passenger safety; installing a passenger shelter on the north side of Olympic Street for passenger comfort; and widening the access sidewalk from six feet to nine feet for passenger safety.

Mr. Pangborn said that it was LTD's position that if the bus were to be a viable option in competition with the auto, using the bus to shop at Wal-Mart must be as convenient and safe as possible and that it was the obligation of the development and the permitting authority to make it so.

The appeal hearing would be held before the Springfield Planning Commission on July 11.

Mr. Kleger commented about the request for a wider sidewalk from the bus stop to the store entrance. He compared it to the existing Wal-Mart in Eugene. He said that he often used the driveway as a safer entrance for him. The walkway was indirectly located, and shopping carts tended to pile up on the sidewalk. He appreciated LTD's stand on the appeal issues.

Ms. Hocken asked if there were plans to route the appeal beyond the Planning Commission. Mr. Pangborn said it was unknown if the appeal would be presented to the Springfield City Council. Mr. Vobora said that Springfield City planning staff were supportive and encouraged about LTD's appeal. There were no trip ordinances in place with the City of Springfield. LTD had photographed other locations that were good examples of providing easy access for bus passengers, such as the WinCo in West Eugene and the Oakway Center.

Mr. Gaydos asked if a Board representative should attend the appeals hearing. He said that there was a difference in the presence of a staff member versus the presence of a Board member. Mr. Pangborn said that staff would welcome Board presence at the hearing. Ms. Hocken thought it should be a Springfield representative, and Mr. Vobora said that he would contact Ms. Wylie with the details.

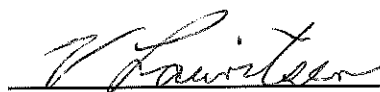
SUMMER BOARD MEETING SCHEDULE: Ms. Wylie noted that staff were recommending canceling the July and August Board meetings and work sessions, and if it were necessary for the Board to select a final site for the Springfield Station, the Board could meet briefly just before the July 12 joint TransPlan meeting. Otherwise, staff would contact the Board to schedule a meeting if other urgent issues arose during the summer.

The Board members agreed to cancel the meetings, but asked that staff prepare at least one informational packet to be mailed to the Board members during the two-month period.

LTD BUS ROADEO: Mr. Hamm reminded the Board that the Bus Roadeo would be held on Sunday, July 16, in the bus parking lot in Glenwood. He said that the Roadeo was incentive based and safety oriented. A reminder would be mailed, and the Board members were encouraged to attend to compete in the greenhorn (never driven a bus) division, to assist with the judging, and/or to observe. In any case, it was a fun event, and refreshments would be provided. Mr. Kleger said he had attended in the past, and he encouraged his fellow Board members to attend. He said that he would be available to help out from 9 a.m. until 3 or 4 p.m.

LTD EMPLOYEE PICNIC: Mr. Hamm reminded the Board that the annual picnic would be held on August 6. It was an important opportunity for the Board members to interact with the employees. Details would be mailed in July to the Board members.

ADJOURNMENT: There was no discussion regarding the remaining agenda items, and Ms. Wylie adjourned the meeting at 8:58 p.m.



Board Secretary